

Manawatu Triathlon Club Committee Meeting: Monday 29 August at 7.00pm
MINUTES – MTC Committee Meeting
Venue – Dave Scott’s house – Russell Street.

PRESENT – Dave Scott (President), Barrie Eccles (Treasurer), Garry Leader, Geoff Bendall, Andy Martin, Richard Coxon, Ashley Phillips, Grant Spiers & Leteia Cornwall (Secretary).

APOLOGIES – Wendy Brenkley, Richard Day & Simon Brownie.

MINUTES

Moved that the minutes of the last meeting be taken as read, and are a true and correct record.

Dave Scott/Garry Leader

CARRIED

MATTERS ARISING FROM THE MINUTES

- Reiterated that the Minutes are posted on the Club’s website after approval at each subsequent meeting.

FINANCIAL REPORT

Financial Report as at 29 August 2016 tabled below (as emailed to Committee).

Balance Summary of Accounts:

ASB Cheque Account	\$ 4,748.70
ASB Oncall Account	\$ 14,123.59
ASB Term Deposit (*6)	\$ <u>90,744.84</u>
Total Bank Balances as at 26/08/2016:	<u>\$109,617.13</u>

Accounts for Meeting Approval - August 29th 2016	Amount	Cheque	Paid
Gary Leader (\$50) for trailer petrol (4 events)	\$200.00		yes
Leteia Cornwall (Choc for races x2)	\$130.94		yes
Barrie Eccles (Various stationery - folders; printer ink; paper; Doc files)	\$312.66		
Barrie Eccles (Pay to have trailers transferred to club ownership)	\$18.00		yes
Barrie Eccles (folders dividers for audit material)	\$35.43		
NZPost (for PO Box for next year)	\$175.00		
Easistor (to August 2016)	\$95.00		yes
Xero - 10 July to 9 August	\$47.44		yes
Dave Scott (Bags; gift flowers; Admin material)	\$158.86		
Dave Scott (costs for Winter Series 2 - Bananas, Sprite, Café)	\$210.00		
Dave Scott (costs for Winter Series 3 - Café, Bananas, Sprite)	\$217.50		
Camp Grants - Sam Phillips	\$100.00		
Camp Grants - Peter Coxon	\$100.00		
Camp Grants - Adam Martin	\$100.00		
Camp Grants - Luke Scott	\$100.00		
Chris Sanson - Coaching Level 1/2 cost???			
TOTAL	\$2,000.83		

Points to Note:

- Annual Reports have been submitted and returned (couple of things to follow up on).

- A meeting with an Accountant has been arranged.
- Discussion re PO Box – will keep for another year and endeavour to eliminate for next year.
- Finished the season with 279 Members (approximately 350ish last season).

Moved that the tabled accounts be approved for payment.

Barrie Eccles/Geoff Bendall
CARRIED

CORRESPONDENCE

INWARDS

26.8.16	Email	Barrie Eccles	Finance Report & documents for next meeting
25.8.16	Email	Stephen Bradley	National Talent Festival for Juniors & Youth Triathletes Information
25.8.16	Email	Marie Kinloch (Sport Whanganui)	Request for next year's event dates
25.8.16	Email	Zac Topping	Request for Tri Club info for kids to advertise to schools
24.8.16	Email	Shayna Henry	Enquiry about Tri Club
24.8.16	Email	Anna Russell	Local funding information
23.8.16	Email	Anna Russell	Foundation Coaching
22.8.16	Email	Bryce Hirschberg	Travel Grant enquiry
22.8.16	Email	Tamara Reed	Worlds Representation Grant enquiry
22.8.16	Email	Amiee Perrett	Membership enquiry
19.8.16	Email	Anna Russell	Tri NZ Club Event Guidelines
18.8.16	Email	Anna Russell	National Elite Series information
16.8.16	Email	Barrie Eccles	Calendar planning for next season
16.8.16	Email	Zac Topping	2016 Coaching Conference
15.8.16	Email	Whanganui Multisport	Latest News from the AGM
15.8.16	Email	Zac Topping	Large KiwiSport Fund now open
9.8.16	Email	Anna Russell	NZSS Whanganui - resources to get your kids into Triathlon
9.8.16	Email	Anna Russell	Club meeting follow-up - 07/08/16 - H&S
8.8.16	Email	Sport Manawatu	Manawatu Sports Awards
7.8.16	Email	Barrie Eccles	Draft Results for Race #3 - Winter Series
7.8.16	Email	Rob Calder	Lost property
4.8.16	Email	Chris Sanson	Invoice for training
2.8.16	Email	Triathlon NZ	Promotion of event has been approved
31.7.16	Email	Barrie Eccles	Accounts for payment
29.7.16	Email	Discount Domain Support	Successful renewal
29.7.16	Email	Freya Thomson	Invoice for Yoga
26.7.16	Email	Whanganui Multisport	John Taylor Memorial event date change
25.7.16	Email	Dropbox	Dropbox now closed
20.7.16	Email	Whanganui Multisport	Sport APP launch
17.7.16	Email	Brett Clayton	Tri Suit enquiry
14.7.16	Email	Whanganui Multisport	John Taylor Memorial event information
13.7.16	Email	Whanganui Multisport	TriNZ Technical Course
13.7.16	Email	Mike Bond (General Manager Triathlon Hawke's Bay)	New event – Napier Port Harbour to Hills
10.7.16	Email	Dropbox	Notification of Dropbox closing
8.7.16	Email	Whanganui Multisport	Upcoming and New Events
7.7.16	Email	Keryn Baker	Upcoming event enquiry
7.7.16	Email	Cath Bendall & Tracey Phillips	Offers of help for upcoming event
6.7.16 – 7.7.16	Email	Shona Duncan	Membership enquiry
6.7.16	Email	Chris Sanson	Request to update details on Tri Club Website

OUTWARD

25.8.16	Email	All Club Members emails	National Talent Festival for Juniors & Youth Triathletes
---------	-------	-------------------------	--

16.8.16	Email	Tri Club Coaches	2016 Coaching Conference
8.8.16	Email	All Club Members emails	Draft Results for Race #3 - Winter Series
4.8.16	Email	All email addresses	Promotion of upcoming event
13.7.16	Email	All email addresses	Draft Results for Winter Series Event #2
7.7.16	Email	All email addresses	Information for upcoming event – Sunday 10 July
7.7.16	Email	All Kids Tri email addresses	Promotion of upcoming Club event sent to all Kids Tri parents
6.7.16	Email	Jeness Fulton	Request to update Chris Sanson's details on Website

MATTERS ARISING FROM CORRESPONDENCE

- All incoming enquiries have been replied to and/or forwarded on (just haven't itemised them all, due to the volume).

Moved that all Inwards Correspondence be accepted and Outwards Approved.

Dave Scott/Barrie Eccles

CARRIED

GENERAL BUSINESS

1) Draft Calendar for Next Season:

- Referred to emailed version created by Barrie.
- Proposed to hold one series for the whole season (one set of trophies/prizegiving).
- Continue to offer both Tri and Du options.
- Suggested to have a couple of close events at the beginning of the season to encourage membership (and eliminate the possibility of the Linton Pool being closed too).
- Proposed mid-week events/series – Xterra-type mountain bike & run for three weeks and then Dash 'n Splash for four weeks.
- Idea to provide lots of fun events for members asap (and before busy National summer season).
- 19 March – proposed Adult Aqua & Teams Champs (similar to Youth Future Champions Festival event) in Taupo (can move proposed Club event to the following Sunday 26 March).
- No dates posted yet for next year's Whanau Tri.
- Weetbix Tri is scheduled for Tuesday 21 March 2017.
- Discussion around proposed Woman's Tri (currently not scheduled as calendar is full, both Club events and National events and issues around STMS etc). Kapiti Women's Tri is 26 February 2017.
- Last event will be in August, with a six week break before AGM.
- Club Champs could still be held (Tri: 16 April, Du: 20 August) with overall series winners prizegiving being 8 Oct (AGM).
- Next year is the 20th Anniversary of the Club starting.
- Proposed idea to have a 'social' event to incorporate 20th Anniversary and prizegiving during the 6 week break in the last events.
- Discussion around proposed Team Relays – is it still popular/worth it?
- Proposed to consider a Super Sprint Triathlon (medium course) event, with a Triathlon Team Relay afterwards – creating a 'festival' day – with a 'Finals' Day a fortnight later.
- Discussion around logistics – maybe having a short course Super Sprint as well for kids.
- If successful, could also have a Super Sprint Duathlon half-way through the series.
- Suggested that Sport Manawatu host a Women's Only Tri as a 'community event' instead of a club event hosted by Manawatu Tri Club (especially as there is little membership gained from participants).

Motion put forward for the Club's Event Calendar be advertised on website/facebook etc.

Moved: Geoff Bendall/Barrie Eccles

CARRIED

2) Nominations for AGM:

- Proposed to have nomination forms sent in before the AGM, with no nominations on the day.
- Decided to have as many pre-nominations beforehand, with a final call on the day.
- List to be generated by 29 September for display at AGM.
- Committee can be made up of 10 Members and 4 'positions' (President, Vice-President, Treasurer and Secretary).

3) AGM:

- Simon has confirmed room booking at Linton for this.
- Prizegiving for Champs will be at AGM.
- Discussion around food/drinks to be provided by Committee.
- Left-over soft drinks can be used and hot drinks can be purchased from Café.

4) Next Event – Sunday 4 September:

- Race Director: Richard Coxon.
- Richard Coxon to transport trailer around and set up course.
- Still no one available for 'Stop Go' position – email to be sent appealing for volunteers.
- Future refocus needed on gaining more volunteers – getting the members more involved.
- Discussion around Sub-Committee needed for events.
- Discussion around points given to competitors for the series for volunteering throughout the series.
- Follow-up on Enrolment Forms regarding those that have already indicated that they would be interested in volunteering.

5) Coaching Grants:

- Chris, Libby and Tracy are predominately our Club's Coaches for the Saturday morning training sessions (Love My Sport Coaches).
- They now wish to complete Level 1 Triathlon Coaching Training Course.
- Currently costs \$295.
- Discussion around current merit/criteria of all three candidates (membership/club involvement etc).
- Requests need to come from each individual (Tracy has been submitted on behalf).
- Decided to review Tracy's illegibility in the future.

Motion put forward for the Club to fund Chris Sanson's training, once completed the course.

Moved: Andy Martin/Barrie Eccles
CARRIED

Motion put forward for the Club to fund Libby Grey's training, once completed the course.

Moved: Andy Martin/Geoff Bendall
CARRIED

6) New Trailer:

- Discussion around the current need for a new trailer, especially now that it's kept on the Linton Army Base.
- Never received second quote from SheetMetals.
- It can be kept in town again during the Kids Tri Series.
- Decided for the Club to stick with status quo regarding the big trailer until further notice.

7) Timing Gear:

- Update: new timing gear has been purchased and is currently in Auckland (awaiting GST) etc.

- Will have a new timing box, a new mat and 200 more timing chips.
- Total cost currently about NZ\$9,400 (with additional charges to come).
- Batteries have been replaced in the old timing box.

8) Criteria for Grants – Camps/Worlds etc:

- Barrie had emailed proposed criteria for further discussion and clarification.
- Discussion around what is a Junior – School Student vs Under 19. Decided on the latter (as at the time of the event).
- \$500 cap across all the grants (Worlds, Camps etc) per season.
- Suggested to combine the criteria for Camps and National Secondary Championships to be the same.
- Keep the clause re Committee can choose at their discretion.

Motion put forward for the Club to move the current six criteria items for eligibility.

Moved: Andy Martin/Geoff Bendall

CARRIED

- Discussion around eligibility for Tammy Reed, Aimee Perrett and Bryce Hirschberg in relation to the criteria for funding for the Travel Grant.
- Supporting their athletes is similar to parents supporting their children on the day; therefore they can still Marshall/volunteer at the same time too.
- Discussion around what events qualify for the Club to fund towards.
- Finalised to support ITU sanctioned events (selected) world events for both Triathlons and Duathlons.
- Currently there are no criteria for the U23 age group.
- Once someone is 19 years and older, then they qualify if they are nationally selected individual by TriNZ.
- Suggested to pay all members Under 23 years that qualify and selected for the High Performance Pathway (Elite National Talent Squad) \$500 per season of their eligibility (based on the same criteria as Adults).
- Final discussion around updated changes re criteria to be discussed at the next meeting

Motion put forward for the Club to pay \$500 to Jaimee Leader retrospectively.

Moved: Dave Scott/Barrie Eccles

CARRIED

9) Membership Fees:

- Website for membership payments to be closed for the season.
- Change website to \$80 p/adult, \$50 p/child with second option to become a TriNZ Member for national events.
- Also have a pre-pay option available for any non-members wishing to come to an event (\$20 for adults, \$10 for juniors) – single race fee.
- Discussion around Associate Members (to have voting rights, receive emails).
- Discussion around Family Memberships – decided to cap it at \$200 per family (discount of \$60) but still cheaper for 1x adult and 2x children (\$180) option.
- Family Membership would allow for both adults to be members with voting rights etc.
- This will need to be approved at the AGM – promotion of this can begin now though.

10) Junior Trophies:

- There are two trophies awarded at the end of the year – Most Improved Junior and Outstanding Junior (encouragement trophies).
- Most Improved Junior is a consistent club member who has shown the most improvement over the season (not necessarily the ‘top’ person).

- Nominees given are Bella Ives, Tori Bendall and William Leong.
- It's always going to be a subjective decision.
- Improvement amongst the Under 11's is going to be greater than the older Juniors.
- Originally the trophies were more for the older one's moving towards 'Nationals'.
- Debate over whether National recognition should also be considered.
- Nominees for Most Outstanding are Jaimee Leader and David Martin (considering their placings in National/Elite events as well).
- Sub-committee of Dave, Barrie and Ashley to deliberate and make a final decision.

11) Yoga and Spin Training:

- Yoga to finish as at today (29 August) with Freya also being away until October 3rd
- Decided to re-evaluate again next year and offer over Winter only.
- Freya offers Yoga Classes on Mondays and Fridays for anyone still interested in attending (to be advertised).
- Spin is paid until September – finished at the same time last year (once again leave until Winter next year).

12) Honorary Nominations:

- Last year's Honorary Members were Murray Rasmussen, Jo Speary, Lenka Martin, Deb Sheard, and Diane and Brian Gemmell.
- Same list again for this year, with Garry Leader to be added (as he's not standing as a Committee Member this time).

Meeting finished – 9.49pm

Thanks to Dave for providing drinks and nibbles 😊

TASKS:

Who:	To Organise:	Done:
Dave	To follow up with Chris Sanson in regards to Tracy's Coaching Application	
Dave	To provide Barrie with invoice for batteries for the Timing Box	
Dave	To follow up with Zac (Sport Manawatu) post PNCC Meeting	
Dave	To follow up with Barrie in regards to questionable clause in Winter Rules document	
Dave	Further investigation into acquiring Membership Cards	
Dave & Andy	To come up with a plan for the proposed first two events for the new season	
Barrie	To update the wording for the Nomination Form	
Barrie	To email changes to criteria for Travel Grants and for Camps etc	
Simon	Enquiry about any possibilities for clearing the carpark before any events	
Simon	Enquiry about the possibility of having Army personnel for 'Stop/Go' position	
Simon	Any possibility of creating an easier process for getting into the Camp – what would work for the Army/Security to streamline this?	
Grant	To investigate further and find out prices in regards to getting some caps/visors printed with the Club's logo etc	
Richard Coxon	Requested a copy of guidelines as Race Director, things to mention as MC	
Richard Coxon	Reprint any event signage that needs replacing (after stocktake at next event)	
Richard Coxon	To look at screen-printing for the Club's promotional signs and getting them erected again	In progress
Richard Coxon	To check with Jo Coxon around Web design/platform	
Richard Coxon & Andy	Draft a letter of thanks and reply to PNCC as follow-up	
Andy	Get cakes etc for AGM	
Garry	Get little trailer's WOF (find out from Murray what company to use)	
Tia	Generate a list of all nominated Committee Members (and positions) before AGM	

Next Meeting: Monday 26 September 2016 – 7.00pm (Dave Scott’s house)

President: D Scott

Date